

# **EUCALYPTUS GROVE HOMEOWNERS ASSOCIATION**

## **BOARD OF DIRECTORS MEETING**

**THURSDAY, SEPTEMBER 14, 2023 (6PM) via Zoom**

<https://ucsb.zoom.us/j/95672538616>

Meeting ID: 956 7253 8616; Passcode: 71139

## **Agenda**

### **1. CALL BOARD MEETING TO ORDER – CONFIRMATION OF QUORUM**

If you wish to physically attend the meeting, you may come to the Management Office at 3944 State St. #200. Please call the day before the meeting to let us know that you're coming. Thank you.

### **2. REQUEST BY OWNERS IN ATTENDANCE / VIA CORRESPONDENCE / PHONE**

Open Forum (unless it's an emergency, it'll be put on next month's agenda); Board to consider the request & possibly vote. Each unit has about 3 minutes to address their concern to the Board.

### **3. APPROVAL OF PRIOR MEETING MINUTES (8/10/23)**

- a. Regular Session.
- b. Executive Session Summary.

### **4. TREASURER, OFFICERS & COMMITTEE REPORTS**

- a. Reading of the Treasurer's Report.
- b. Landscape recommendations & proposals.
- c. Committees
- d. Caretaker or pool report.
- e. Vendor evaluations
- f. Officer's Reports

### **5. OLD BUSINESS (Board to consider, review and possibly vote on...)**

- a. Leak from #364 into #2646 and #131 - Claim filed
- b. Repairs: roof; dryrot; painting; gutter cleaning; approval and/or ratification of proposals & invoices (if any);
- c. Updating the gov docs; 2nd draft of bylaws & CC&Rs
- d. Repairs & bids: DG Paths; V-Ditch; Sidewalk; (if any)
- e. Consolidated Overhead upgrades to gates, gym & pool access control
- f. Pool facilities & sauna; other related issues; monitoring; trespassers; handicap seating
- g. Signs: Address, pathways, directional, speed limit, no trespassing, pool area
- h. EV charging station
- i. Inspection of elevated walkways & balconies – by Focused Group 8/7/23 – 8/15/23
- j. Handicap space & motorcycle space by 7628
- k. Utility closets at 7628 #117
- l. Bees at 7626 #329 – Bees removed from the outside
- m. Cox Internet in Meeting Room
- n. Gas lines review
- o. Janitorial Service - BigGreen starting 10/1/2023
- p. Trees & Union Pacific Railroad
- q. Scribe Position

### **6. NEW BUSINESS (Board to consider, review and possibly vote on...)**

- a. #317 - parking, light fixtures, inspection of unit



- b. #213 - window replacement
- c. #342 electrical, plumbing, fans, lights
- d. Pedestrian pathway improvements
- e. Fire safety
- f. AirTable
- g. HOA debit or credit card
- h. 2nd bike rack by 7628
- i. Main sewer lines maintenance - Drain Masters hydro jetting
- j. Other items to be put on next month's agenda

#### **7. EXECUTIVE SESSION**

- a. Late payers through end of last month (balances of \$500 or more): Landscaping contract
- b. Internal Dispute Resolution / Levy fines / Bankruptcy / Foreclosure / Small Claims / Write off

#### **8. ADJOURNMENT (Next scheduled meeting 10/12/23 @ 6PM via Zoom)**

- a. Meeting adjourned at 8:33pm

For questions contact:  
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BOARD OF DIRECTORS MEETING  
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**Meeting Minutes (Subject to Board Approval)**

**1. CALL BOARD MEETING TO ORDER – CONFIRMATION OF QUORUM**

If you wish to physically attend the meeting, you may come to the Management Office at 3944 State St. #200. Please call the day before the meeting to let us know that you're coming. Thank you.

Meeting was called to order at: 6:03pm

**Board Members present:**

Colin Smith - President  
Christine Hall - Vice President  
Owen Roth - Treasurer  
Tamara Simmons - Secretary  
Joe Mora - Member-at-Large

**Managers & Employees present:**

James Nguyen of Bartlein.  
Julia Grigorian, Scribe

**Homeowners present:**

Bill Rauch #351  
Riley Jauchen #264  
Bruce Trowbridge #364  
Craig Nicholson #247  
Onassis and Rhoda Batista #317

**Absences:**

**2. REQUEST BY OWNERS IN ATTENDANCE / VIA CORRESPONDENCE / PHONE**

Open Forum (unless it's an emergency, it'll be put on next month's agenda); Board to consider the request & possibly vote. Each unit has about 3 minutes to address their concern to the Board.

Riley Unit 264: The topic of Unit 264 was discussed in agenda item 5a.

Bill Rauch Unit 351: Owner expressed concern regarding the approaching rainy season and sought information on the projected start dates for projects related to this. Joe stated he would reach out to Beachside Construction to obtain more details on this matter. Additionally, James sent a follow-up email regarding this issue.

Bruce Towbridge Unit 364: The matter pertaining to Unit 264 was addressed in agenda item 5a.

Craig Nicholson: Owner suggested the reconsideration of additional security measures for the pool area, citing a noticeable decrease in trespassing incidents.

Onassis and Rhoda Batista Unit 317: The matter pertaining to Unit 317 was addressed in agenda item 6a.

**3. APPROVAL OF PRIOR MEETING MINUTES (8/10/23)**

a. Regular Session.

Colin made a change in 4a. Owen was present for the treasurer's report. Colin made an additional change in 4b. Colin moved the header to the top, per James's request. Colin modified Chris's comments about the gym hours. Colin added that the handrail is up to code. The correct vendor name was added in the motions of merit. Colin added "structural plumbing," per Chris's request. In 5e, Colin added the second



quote/source. Following these revisions, the minutes were approved, with all members in favor, except for Chris, who abstained.

b. Executive Session Summary.

Tamara presented a motion to approve the executive session minutes from the last meeting. Chris seconded the motion, and it was unanimously approved.

#### 4. TREASURER, OFFICERS & COMMITTEE REPORTS

a. Reading of the Treasurer's Report.

Operating Expenses are about **19% +**below budget thru end of last month on a cash basis.

*Suggested Motion: Move to approve the Treasurer's report and confirm the Board has reviewed all financial information each month as required by Civil Code Section 5500 including, but not limited to, the Association's check register, monthly general ledger, and delinquent assessment receivable reports. Furthermore, as required by Civil Code Section 5380, the Board has approved all transfers of funds to and from the Association's bank accounts, and has approved any two authorized signers on the Association's bank accounts to transfer funds from reserves in an amount necessary to pay for expenditures as described in the Association's budget or otherwise approved by the Board.*

During the discussion, Tamara inquired about several voided checks. James clarified that these voided checks were due to early payment discounts for specific bills, which will not be a recurring issue in the future.

Following the discussion, the Treasurer's report was unanimously approved.

b. Landscape recommendations & proposals.

Joe presented a proposal from Action Tree, which involves the removal of a tree and cutting back several others to open the space.

Several leaks have been addressed and repaired within the past week and the previous week.

A sewer issue was reported at 7620 and 7610, with two incidents occurring last month. Joe authorized the use of a jetty as it was causing spillage into the creek.

James raised a concern about creating a path leading down to the "pop off" and manhole due to the accumulation of pine needles, making the area slippery. Tamara expressed concerns about this potentially encouraging people to walk in the creek. Joe will explore potential solutions to address this issue.

Colin inquired about the responsibility for cleaning the manholes, suggesting that it might be the city's responsibility. James clarified that historically, it has been the association's responsibility. Colin proposed sending an email to Jim Dewey to discuss the possibility of cost-sharing with the city if they are responsible. James agreed to contact Goleta West Sanitary and share relevant maps regarding this matter.

There is a concern about a pole in one of the split-rail fences, which is not securely anchored to the ground behind the pool, specifically across from 7634, potentially near 7620. Chris has already discussed this with Joe. James confirmed that Joe will address and resolve this issue.

c. Committees

Gov Docs: Chris proposed scheduling another committee meeting for the upcoming month, which has been scheduled in agenda item 5c. The association did not have the opportunity to address this agenda item, however, due to time constraints.

Gym: A donated inversion table was received, but it does not fit in the gym space. Chris, aware of its origin, expressed a willingness to donate it. Owen, however, decided to keep it for personal use.



Colin will compile a list of additional kettlebells to purchase for the gym.

Sunshine-solar: Discussion on this committee was to be held in agenda item 5.h. The association did not have the opportunity to address this agenda item, however, due to time constraints.

Website: Colin has a list of updates provided by Chris for the website. Colin is actively working on relaunching the website and becoming its owner.

d. Caretaker or pool report.

Neither the caretaker nor the pool report representatives were present for this meeting. James has no current updates. Chris requested an update from the caretaker.

e. Vendor evaluations

**Motions of Merit:** None.

**Motions of Demerit:** None.

f. Officer's Reports

The President discussed ongoing projects, including the revamping of a mail kiosk, updates to street names on the maps, and the bulletin boards, which have been updated from 1992 to the present. The new kiosks are significantly more readable. Tamara suggested that the association explore creating a more efficient suggestion box - perhaps using a Google form or QR code. Chris also discussed the possibility of posting information about the gas shut-off in the kiosk, as it is a specialized tool.

5. **OLD BUSINESS (Board to consider, review and possibly vote on...)**

a. Leak from #364 into #2646 and #131 - Claim filed

During the meeting, the issue of a water leak originating from Unit #364 into Units #264 and #131 was discussed, and a claim has been filed to address the matter.

James provided insight regarding the owner occupancy requirement as outlined in the CC&Rs. It was noted that there was uncertainty about the enforceability of this requirement. James referenced a previous HOA release that strongly encouraged each unit to be owner-occupied. It was suggested that the association consider drafting a specific bylaw to address this issue. Chris mentioned a new California law related to property ownership that might supersede the previous requirement. James confirmed this and explained that while one can no longer prevent renting out units, there can be certain caps or restrictions by a percentage.

The owner of Unit #264 requested the association's assistance in urging the owner of Unit #364 to initiate remediation efforts. The owner of Unit #364 stated that his insurance agent had inspected his unit and found no issues, including no mold or moisture. In response, the association requested a copy of this legally-binding report to forward it to the owner of Unit #264. A deadline of one week was set for providing this report to James.

The association also initiated a claim with their insurance company. James provided an update that the insurance company will dispatch an adjuster to inspect all three units affected by the leak. The insurance adjuster has already visited Units #264 and #131 but has not yet inspected #364. James committed to follow up with the adjuster to ensure a prompt assessment. The association stressed the urgency of addressing the matter with the owner of Unit #364.

b. Repairs: roof; dryrot; painting; gutter cleaning; approval and/or ratification of proposals & invoices (if any);

Maintenance and Lighting Issues: There were several lighting issues reported:

- A broken light was noted in the vicinity of 7620.



- The pagoda light in front of 7602 was found to be non-functional.
- Additionally, a light in front of the complex has also gone out.

Action Tree: The Action Tree Proposal, totalling \$9,000, was discussed. Chris requested further clarification regarding the proposal. Subsequently, Chris motioned to table the Action Tree proposal until more information is obtained from Joe. Colin seconded this motion, and it received unanimous approval.

Drain Masters: A proposal from Drain Masters, amounting to \$5,950, was presented for consideration. Chris proposed that approval of this proposal be contingent upon the city's response. Colin seconded the motion, and it was unanimously approved.

- c. Updating the gov docs; 2<sup>nd</sup> draft of bylaws & CC&Rs  
Discussion tabled.
- d. Repairs & bids: DG Paths; V-Ditch; Sidewalk; (if any)  
Discussion tabled.
- e. Consolidated Overhead upgrades to gates, gym & pool access control  
Discussion tabled.
- f. Pool facilities & sauna; other related issues; monitoring; trespassers; handicap seating  
Discussion tabled.
- g. Signs: Address, pathways, directional, speed limit, no trespassing, pool area  
Discussion tabled.
- h. EV charging station  
Discussion tabled.
- i. Inspection of elevated walkways & balconies – by Focused Group 8/7/23 – 8/15/23  
Discussion tabled.
- j. Handicap space & motorcycle space by 7628  
Discussion tabled.
- k. Utility closets at 7628 #117  
Discussion tabled.
- l. Bees at 7626 #329 – Bees removed from the outside  
Discussion tabled.
- m. Cox Internet in Meeting Room  
Discussion tabled.
- n. Gas lines review  
Discussion tabled.
- o. Janitorial Service - BigGreen starting 10/1/2023  
Discussion tabled.
- p. Trees & Union Pacific Railroad  
Discussion tabled.



- q. Scribe Position  
Discussion tabled.

## 6. NEW BUSINESS (Board to consider, review and possibly vote on...)

- a. #317 - parking, light fixtures, inspection of unit

The owner of Unit #317 inquired about installing an air conditioning unit, but the association informed them that their unit was not permitted to have one.

The owner also reported a broken glass fixture on the porch and expressed a desire to have it repaired. It was clarified that the porch light's maintenance is the owner's responsibility, and Chris advised the owner to check the website for updates once it is back online.

The owner mentioned a loose step leading up to the unit, which was identified as a safety issue. James confirmed that someone had been dispatched to address it promptly, but the owner reported that it had not been fixed yet. James committed to follow up on this matter.

The owner also raised concerns about cobwebs on staircases and the building facade. Colin suggested the possibility of scheduling a once-a-year cleaning by Big Green. Owen noted this could be costlier than anticipated, leading to a decision to table the discussion for a more comprehensive consideration at a later time.

Additionally, the owner's rear balcony railing was discussed, which requires either a power wash or a fresh coat of paint. Chris explained that this would necessitate a vote since it would apply to all units. Joe inquired about the schedule for building painting, and James indicated this is planned for the following year.

Noise concerns for this unit were raised but clarified as move-in noise, not construction-related.

Regarding the law enforcement vehicle: The association discussed the possibility of designating one of the old car washing spots for this purpose. Joe proposed a motion to convert the southernmost car washing spot into a government vehicle spot, which was seconded by Tamara. Chris mentioned the potential to discuss a different spot when the curbs are repainted next year. Owen emphasized that this should be the farthest spot. The motion passed unanimously.

- b. #213 - window replacement

Tamara motioned to approve the window replacement request for Unit #213, which was second by Colin. Colin also suggested recommending clear panes as a cost-effective option in the approval letter. This motion was unanimously approved.

- c. #342 electrical, plumbing, fans, lights

The owner of Unit #342 sought approval to add recessed stops for their washer and dryer and to install ceiling fans. Colin motioned to approve the request as presented, with Tamara seconding the motion. The motion passed unanimously.

- d. Pedestrian pathway improvements

Discussion tabled.

- e. Fire safety

Discussion tabled.

- f. AirTable

Discussion tabled.



- g. HOA debit or credit card  
Discussion tabled.
- h. 2nd bike rack by 7628  
Discussion tabled.
- i. Main sewer lines maintenance - Drain Masters hydro jetting  
Discussion tabled.
- j. Other items to be put on next month's agenda  
Discussion tabled.

## **7. EXECUTIVE SESSION**

Executive Session may only be used to discuss litigation, contracts with 3<sup>rd</sup> parties, member discipline, personnel, upon an owner's request to discuss payment of assessments, foreclosures, disability requests, legal advice, censure of a director, or mental illness of a member. Hiring; levying fine; noise issue.

- a. Late payers through end of last month (balances of \$500 or more): Landscaping contract
- b. Internal Dispute Resolution / Levy fines / Bankruptcy / Foreclosure / Small Claims / Write off

## **8. ADJOURNMENT (Next scheduled meeting 10/12/23 @ 6PM via Zoom)**

- a. Meeting adjourned at 8:33pm

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